



MICANOPI, SEMINOLE CHIEF

Town of Micanopy

Town Commission

Minutes Regularly Scheduled Meeting

Tuesday • July 10, 2018 • 7:30pm

1. Call to Order: 7:30pm

2. Invocation and Pledge of Allegiance to Flag

3. Roll Call

- Commissioners Attending:
- Joseph Aufmuth, Mayor Pro Tem Present
- Troy Blakely Present
- Virginia Mance Present
- Timothy Parker, Mayor Present
- Mike Roberts Present

- Debbie Gonano, Town Administrator Present
- Patty Polk, Deputy Town Clerk Present
- Scott Walker, Town Attorney Absent
- Courtney Johnson, Town Attorney Present
- Clay Martin, Town Attorney Present

Attorney Johnson announced that she has accepted another position and this will be her last Commission meeting with the Town. She introduced Attorney Clay Martin of Folds & Walker, who will be filling her position. Along with his many other accomplishments, Attorney Martin is a previous Commissioner for the City of Newberry.

4. Consent Agenda Approval

- A) Agenda Approval
- B) Minutes of Regular Meeting and Capital Improvement Workshop of June 12, 2018
- C) Review and Acceptance of Financial Transactions and Reports
Motion made and second (Mance/Blakely) to approve the minutes and financial reports as submitted; passed 5-0

5. Guests

- A) Carolyn Wallace, Alachua County Library District, Micanopy Branch
The summer reading program is for all ages, the Florida archeological van will be visiting, children’s Lego Space program, an IFIS cooking demonstration, Grow Gainesville featuring raised-bed gardens, story time, and the library’s Escape Room are all programs sponsored by the Micanopy Library.

6. Citizen’s Forum

- A) Resident, Grace Fuller, thanked residents for calling to report speeding vehicles, and she asked if there were any plans to protest Alachua County’s plan to purchase the nearby Micanopy Inn to house the homeless. Commissioner Mance recommended that citizens attend the County Commission meetings and express their feelings about this plan, and Attorney Johnson informed citizens they can comment at these meetings about the issue irregardless if the issue is an agenda item. *(Alachua County Commission denies the accuracy of the rumor.)*

- B) Resident, Bud Des Forges, commented about the parade being slow and that there were gaps between the parade participants.
7. Citizen Boards and Committee Reports
- A) Planning and Historic Preservation Board, presented by Chair Fro Warren
The Certified Local Government (CLG) report is currently being prepared by Chair Warren.
- B) Tree Committee, Committee Member Paul Cohen
Absent.
8. Town Attorney Report
- A) Public Hearing – Second & Final Reading Ordinance No. 2018-02 Medical Marijuana Dispensing Center Zoning
Attorney Johnson read Ordinance No. 2018-02 (prepared by North Central Florida Regional Planning Council) dealing with zoning for Medical Marijuana Dispenser Centers by title only. Mayor Pro Tem Aufmuth pointed out that the previous correction in the ordinance to Section 2.01.05(C) (9) adding the word **'feet'** to the text, so that the text should correctly read, *"may not be located within five-hundred (500) 'feet' of the real property..."* had not been corrected. Town Administrator answered that she had corrected the mistake, but had apparently neglected to make the proper copies. Further, Attorney Johnson explained that the substantial changes to be made are in Section 2.01.05(B)(2) prohibiting medical marijuana dispensaries in the historic districts, but providing for allowance of the facilities in Section 2.01.05(C)(9) in C-2 zoning located on Hwy. 441.
Motion made and seconded (Aufmuth/Mance) to pass Ordinance No. 2018-02 for zoning for Medical Marijuana Dispensing Centers on second and final reading by title only; passed 5-0
- B) Public Hearing – First Public Hearing Notice Community Development Block Grant (CDBG) Fred Fox
- 1) Schedule Second Public Hearing Meeting – July 24, 2018 @ 6:00pm
 - 2) Fair Housing Workshop
- Fred Fox presented information regarding the CDBG application, grant categories, and fair housing. The application deadline is August 13th, and two sign-in lists were passed for all to sign as being in attendance of the hearing and fair housing workshops. Mr. Fox explained that the CDBG program is Housing and Urban Development (HUD) funded and applications are processed through the Florida Department of Economic Opportunity (DEO) through a competitive process whereby points are accumulated and grants are awarded to those communities with the highest accumulated points. Based on the 2010 census (which is the latest data available), the Town would qualify for a \$600,000 grant. Alachua County Low-to-Moderate Income (LMI) sets annual income ranges from \$15,000 (30% income limits) - \$70,750 (80% income limits) dependent on the number of persons in the household.

There are four categories of grant funding: 1) Housing Rehabilitation – Usually affecting about 9 owner-occupied homes, this category either brings existing homes up to current codes and green energy requirements or it would cover replacement of homes beyond the scope of repair. This category of grant requires passage of a Housing Assistance Plan (HAP) to rank LMI applicants and to specify what will be allowed. The HAP can be written by the Town to accept only owner-occupied houses and/or mobile homes and be written to prioritize specific applicants as to handicapped status, age, family size, etc. Mr. Fox stated that a citizens group should be assembled to prioritize applicants. Income and title searches would be performed on applicants. The Town would hold a lien (preferably a first mortgage) on the properties until the HAP guidelines are met by the participating homeowner. The citizen group members are not eligible to participate in the CDBG program. Answering Town Administrator Gonano, Mr. Fox stated that owners who have abandoned a property are disqualified. Properties which are unfit to live are vacant and therefore ineligible. A house falling in the *gray-area* would have to be evaluated by DEO; whereby a site-specific environmental review is performed prior to signing construction contracts and must be approved by DEO prior to receiving funding. Additionally, houses over 50 years old are sent through an historic preservation process for input. 2) Commercial Revitalization – Addressing the downtown area with streetscaping, building façade work, etc. To qualify for these funds, income for the entire Town (service area) would need to qualify as 51% LMI (set by census or door-to-door survey). 3) Neighborhood Revitalization – Addressing public works infrastructure projects in at least 51% residential LMI areas (service areas) including water line repair/replacement, water system improvements, paving,

drainage, community center, etc. To receive the entire \$600,000 funding, Mr. Fox estimated that a project of this nature would have to address a minimum of 67 LMI households, which the Commission doubted was achievable. 4) Economic Development – Provides infrastructure on Town easements or property to a new business or expansion of an existing business. The business must create new long-term jobs for LMI residents and be included as the ‘participating party’ in the application. For every \$34,999 requested, the participating business must commit to one full-time job.

Total points available in a CDBG application are 1,000. Mr. Fox outlined ways in which the Town could maximize application points. The Town could score an additional point in the application process for every \$1,000 leveraged up to a maximum 25 points. The Town will score 100 additional points because it has been over five years since participation in the CDBG program and would gain points with green energy requirements in its HAP; however the Town loses 10 points for not having formed a Citizens Action Task Force (CATF). Mr. Fox explained that using the 2010 census data, Micanopy is slightly under 51% LMI. Commissioner Mance remembered that previously the Housing Rehabilitation category was chosen because the Town was unable to meet the 51% LMI requirement in the other 3 categories. Resident door-to-door income surveys could be performed, but with the August 13th application due date looming, Mr. Fox’s firm would not have the time needed to complete the task.

As Fred Fox had completed his presentation, the public hearing portion of the meeting was opened to accept public comment. Resident, Grace Fuller, had asked about possibly of using funds to renovate the firehouse, a park, or paving roadways, but there is insufficient time to perform the door-to-door survey or produce architectural and engineering plans. Awards are not expected to take place until February or March 2019. Mr. Fox explained the option of sitting out this cycle and applying for a CDBG grant in January with the FFY 2018, but the process would have to start over and it is uncertain that the upcoming cycle will be funded. The public hearing was closed.

Motion made and seconded (Aufmuth/Mance) to submit an application to the Department of Economic Opportunity (DEO) for a FFY 2017 Community Development Block Grant (CDBG) Housing Rehabilitation grant; passed 5-0

The Fair Housing Workshop portion of the meeting was opened. Fred Fox read from a prepared fair housing document prepared by the Florida DEO, a copy of which is available at Town Hall. Extra copies were available and offered to those in attendance.

9. Town Administrator Report

A) Acceptance of 2018/2019 Rollback Millage Rate of 5.7743

The 2018/2019 rollback millage rate of 5.7743 was presented by Town Administrator Gonano. Gonano explained that once the rollback rate is accepted by the Commission, the rate can always be lowered, but never higher. The rollback rate produces the same amount of ad valorem tax as collected in the current year. Gonano presented a 3-year comparative budget analysis and explained minor actual expense and budgeting differences. Because of the recent lightning strikes, Commissioner Mance asked for the Town Administrator to obtain estimates for a lightning rod/lightning grounding and surge protection for Town Hall so that the cost might be incorporated into the tentative budget. Duke does not provide that service for commercial accounts; only residential.

Motion made and seconded (Aufmuth/Mance) to adopt the rollback millage rate of 5.7743; passed 5-0

The Tentative Millage/Budget Public Hearing is scheduled for Monday, September 10; with the final Millage/Budget Public Hearing scheduled for Monday, September 24.

B) Preferred Governmental Insurance Trust – Matching Training Incentive Program Application

Town Administrator Gonano stated that, working with Chief Modican, they had been able to obtain a 50/50 matching expense reimbursement for the current fiscal year of \$5,000 for the Mobile Dispatch Terminal (MDT) and personal protection safety gear already purchased this year for the fire department.

C) Resolution 2018-04 Amended 2017/2018 Budget
Mayor Parker read Resolution 2018-04 by title only for amending the 2017/2018 budget. Town Administrator Gonano presented a resolution to amend the current year's budget to provide for an increase of \$100,000 in the current year's budget to cover the total cost of water plant improvements. The total cost of the water plant renovation is \$224,111.99, and the Commission had allocated \$130,613.62 in the budget passed for 2017/2018 prior to receiving bids to complete the project.
Motion made and seconded (Mance/Aufmuth) to accept Resolution 2018-04 for amendment of the 2017/2018 budget; passed 5-0

D) Quotes for new John Deere Gator purchase
Town Administrator Gonano explained that the Town's existing John Deere Gator utility vehicle, which had been purchased in 2001, was failing. With the help of David, the Town Administrator had been able to collect two quotes to replace the vehicle. Quotes had been received for purchase of a new gas powered John Deere TS Gator Utility Vehicle from D&J Equipment, Longwood, FL (government price of \$6,280) and from AgPro, Ocala, FL (\$6,973.11). Gonano explained that the \$550 'Shipping from Deere' charge on the D&J invoice is a delivery destination charge; it is not a charge for the vendor to deliver the vehicle to Micanopy. The Commission asked the Town Administrator to work with the vendors to negotiate a better price.
Motion made and seconded (Mance/Aufmuth) to approve purchase of a John Deere Utility Vehicle not to exceed a price of \$6,280; passed 5-0.

10. New Business

A) Micanopy Historic Cemetery Association Request for Fence Material & Installation Funds \$5,775
Gonano reported that the Micanopy Historic Cemetery Association is asking the Town to pay for a needed fence along the southwest side of their property lines in the oldest section of the cemetery to prevent harassment of cemetery visitors from some neighboring residents. The 6' privacy board-on-board wood stockade fence will be placed next to an existing chain-link fence. A fence would deter unwanted activity near the cemetery. Whereas the Town does not own the specific parcel on which the fence is to be placed, the Town does own 3 other parcels which it reserves for cemetery purposes. Dede DesForges explained to Paul Cohen that a \$35 fee paid for burials is not collected by the Town, but is paid to the funeral home for opening/closing the grave.
Motion made and seconded (Roberts/Aufmuth) to approve partial payment of \$2,500.
Answering Mayor Pro Tem Aufmuth, Gonano related that the Town had been very charitable this year with their donation of \$15,750 to the Stokes Community Center, \$1,000 committed to the Tutor Program, \$500 to MACS, and \$936.13 to the Micanopy Trust for Historic Forts & Battlefields. Commissioner Mance and Commissioner Blakely wanted the Town to pay the entire fee of \$5,775. Mayor Pro Tem Aufmuth countered with 50% of the cost (\$2,887.50). The Cemetery Association will be obligated to provide for maintenance of the fence.
Motion made and seconded (Roberts/Aufmuth) to approve payment of 50% (\$2,887.50) of the cost of the fence; failed 2-3 (Mance, Blakely, and Parker opposed).
Motion made and seconded (Mance/Aufmuth) to approve full payment as detailed in their email for purchase and installation of a board-on-board wood stockade fence with no ongoing maintenance obligations or otherwise; passed 5-0.

B) Joint Water Policy Committee Nominee
Motion made and seconded (Aufmuth/Roberts) to approve the nomination of Mayor Parker to the Joint Water Policy Committee; passed 5-0.

C) Public Education Awareness Month Proclamation
As requested by the President of the Alachua County PTA, the Town Administrator and the Mayor prepared a proclamation and Mayor Parker read a proclamation declaring September as *Public Education Awareness Month*. Mayor Pro Tem Aufmuth asked the Town Administrator to send a copy of the proclamation to both local schools. Commissioner Mance announced that both schools were now "A" schools.
Motion made and seconded (Mance/Aufmuth) to approve a proclamation declaring September as Public Education Awareness Month; passed 5-0.

11. Unfinished Business

A) Escheated Tax Parcel #16720-028-027

Gonano reported that the escheatment procedure had been completed by the County and that Parcel #16720-028-027 belongs to the Town. Town Administrator Gonano reported that she believes that the Town has no use for the parcel and that she has 3 people who have expressed interest in purchasing the escheated parcel from the Town, which would put the lot back on the tax rolls. Gonano recommended that the Town post a *For Sale* notice on the property. Attorney Johnson added that the parcel would need to be declared as surplus property and of no use to the Town and that a competitive bid process should be used to sell the property. Attorney Johnson said that the sale could be structured with a building proposal for the site, but if the criteria is price, then the Town would need to accept the highest offer. Town Administrator wanted to keep the procedure simple. Commissioner Roberts recommended contacting a local realtor to find the value of the property; but the Town Administrator asked the Commission to consider that the property had been for sale on the courthouse steps with no takers.

Motion made and seconded (Mance/Aufmuth) to declare Parcel #16720-028-027 as surplus property to be put up for sale and collect purchase offers for a 3-month period; passed 5-0.

B) Mittauer & Associates Water Plant Renovation Status

Mayor Parker had met with Joe Mittauer and US Water personnel to obtain a status update on the water plant renovation. US Water, the contractor, plans to have the work complete in the next few weeks. The generator is on site, being wired, and will be load tested; Well #2 is operational; but Well #1 is not yet functional. The generator looks large but contains a fuel tank and soundproofing insulation. Bud DesForges suggested that Mittauer should provide the Town with an engineered drawing to be hung on the wall and an as-built drawing for future reference. All future modifications to the plant should be made on the diagram. It was discussed that the Town could have an approved list of vendors and enter into a continuing contract, through an Request for Proposal (RFP) procedure, for future services. Gonano reported that the final invoice in the accepted bid amount of \$199,675 will be paid upon Mittauer's approval. Additional costs were \$17,860 for engineering, \$6,200 for construction management, and \$377 for Duke. The total water plant renovation price was \$224,112.

12. Town Commissioner Reports

- Mayor Pro Tem Aufmuth – Thank you to staff for all they do and the Independence Day activities.
- Commissioner Blakely had no comment.
- Commissioner Mance – Thank you to staff and the Mayor for coordination of the water plant renovation.
- Commissioner Roberts
 - 1) Parents have come to him asking for the Town to consider erecting a sun sail or permanent enclosure over the new playground and existing swings to provide shade. Town Administrator Gonano thought that the shades could cost between \$25-\$30,000 and that maybe the cost could be covered by the FRDAP grant.
 - 2) Commissioner Roberts has received a few phone calls from residents reporting drug sales and related excessive traffic in the area bordering the cemetery and known as 'sand alley' (SW 6 Street, SW 7 Street, and SW 8 Street). He wanted to send a letter to Sheriff Darnell asking for more patrols in the area from Alachua County Sheriff's Office (ACSO). Commissioner Mance related that the Sheriff currently conducts undercover sting operations in the area. Mayor Parker responded that in the Alachua County League of Cities (ACLC) meeting, it was reported that Alachua County ranks #2 in the State for opioid addiction.
 - 3) The sidewalk in front of the Old Florida Café is in need of repair, but Commissioner Mance notified him that the sidewalks are private property belonging to the property owner. Dede DesForges agreed that there are steep drop-offs in that area between the sidewalks and the grass area.

13. Mayor Parker

- 1) The Mayor reported that his meeting with the Thrasher Warehouse Preservation Corporation (TWPC) was a good meeting, and they had asked the Town to provide maintenance in a few areas, which he had reported to David.
- 2) He appreciated the responsibility to get involved with the water plant project. Thank you to Debbie for coordinating that project.
- 3) The Gator is needed and a good purchase for David and Raul.

14. Adjourn 9:48pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

Timothy Alvin Parker, Mayor

Debbie Gonano, Town Clerk